



**NASA@work** is an agency-wide website designed to increase innovation and access to ideas and knowledge from within the NASA community. Individuals (challenge owners) post their specific problem or “challenge.” Anyone in the community (solvers) can contribute to the interactive discussions and submit proposed solutions with the opportunity to win an award.

## Determine Fit of Challenge for NASA@work (LASSO)

To determine if your challenge idea is a good fit for NASA@work, ask five simple questions:

1. Is your problem **Limited in Scope**? Topic must be specific and focused so solvers can provide solutions quickly and efficiently.
2. Is it **Actionable**? Is it possible for a reasonable solution to be acted upon?
3. Is the content of the challenge written with enough detail and is **Specific** and unambiguous? Content must be clear and concise.
4. Is there adequate **Sponsorship** for the challenge? In other words, do you have the support and commitment of your organization?
5. Is there **Ownership** of the solution? Do you or your organization have a direct need for a solution and clear responsibility for executing?

## Challenge Types

Examples of challenges well suited for the NASA@work site:

- Generating new ideas– solvers provide high volume brainstorming power
- Developing new concept – solvers help identify new ideas/technologies
- Adding structure, definition (i.e., fine-tuning) a challenge/problem – solvers lend agency wide expertise to assist
- Looking to increase access to information or confirm you have all research and information on a specific problem – solvers give you access to siloed or undocumented knowledge base (e.g., technical survey, knowledge survey)

How to access NASA@work  
Visit <https://nasa.innocentive.com>

## NASA@Work Awards

For each challenge, the Challenge Owner may select up to two winners from the submissions received from solvers. Winners can either be Civil Servants or Contractors. Awards will be determined based on the following Reward System:

### NASA@work Challenge Winner

Win 1 Challenge and you are eligible to select any reward at the ‘Challenge Winner’ level.

**Astronaut Autographed Item:**  
personalized astronaut autograph for the winner

**Cool NASA Experience:**  
a cool tour for the winner at their center

### NASA@work Challenge Pro

Win 2 challenges and you are eligible to select any reward at the ‘Challenge Winner’ or ‘Challenge Pro’ Level.

**Recognition by Center Director and Agency Management:** a meeting or lunch with the winner’s Center Director and/or with Agency Management

**NASA External Public Recognition:** public recognition on the NASA@work external website; tweets by multiple NASA handles

### NASA@work Challenge Champ

Win 3 challenges and you are eligible to select any reward at the ‘Challenge Winner’, ‘Challenge Pro’, or ‘Challenge Champ’ Level.

**Item Flown in Space:**  
a NASA@work sticker-badge that was flown in space

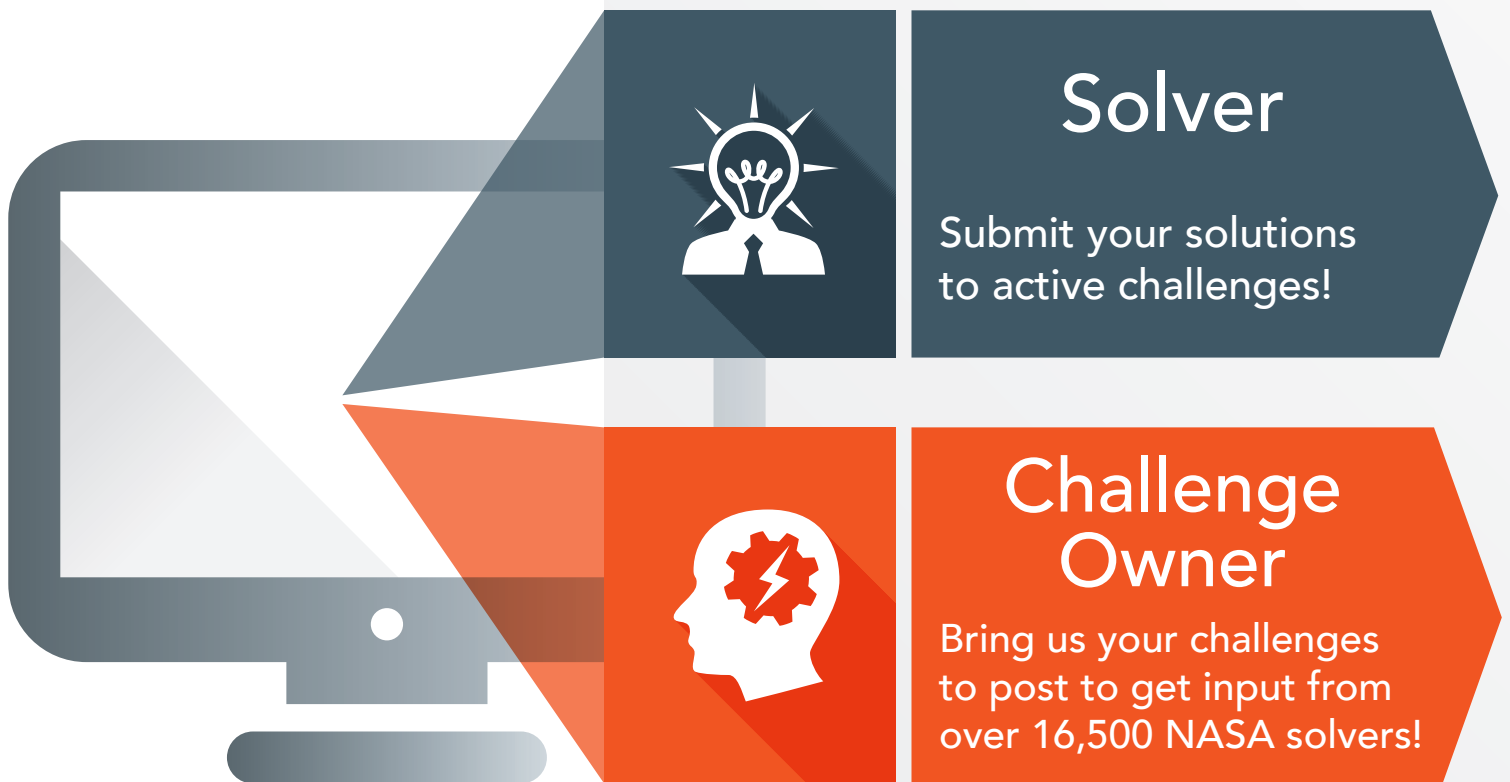
### NASA@work Challenge Master

Win 4 or more challenges and you are eligible to select a reward at any NASA@work Challenge Level including the ‘Challenge Master’ Level.

**Social Media Recognition from Astronaut:** Social media recognition (e.g., Tweet) recognition from an astronaut

# NASA@WORK

How can I participate in NASA@work?



<https://nasa.innocentive.com>

[www.nasa.gov/coeci/nasa-at-work](http://www.nasa.gov/coeci/nasa-at-work)

01

### SUBMIT

"Suggested" status  
e-mail Notification

Suggest a Challenge for NASA@work  
(CO Investment: approx. 30 min)  
<https://nasa.innocentive.com/>



02



Talk with NASA@work Coach to Determine  
Fit of Challenge for NASA@work platform  
(CO Investment: 1-2 hours;  
Challenge Process: up to 1 week)

### DISCUSS

"Candidate" status  
e-mail Notification

03

### REFINE

"Draft" status  
e-mail Notification

Provide Needed Inputs to Complete  
Challenge Draft  
(CO Investment: 2-3 hours;  
Challenge Process: up to 1 week)



04



Review Feedback from Reviewers;  
Make Necessary Changes  
(CO Investment: 1 hour;  
Challenge Process: 1-2 weeks)

### REVIEW

"Pending" status  
e-mail Notification

05

### FINALIZE

"Open" status  
e-mail Notification

Make Any Final Changes; Approve for Posting  
(CO Investment: approx. 30 min.;  
Challenge Process: 1-2 days)



06



Actively Participate on Challenge;  
Respond to Inputs and Answer Questions  
(CO Investment: engaged;  
Challenge Process: 4-6 weeks)

### PARTICIPATE

"Under Evaluation" status  
e-mail Notification

07

### EVALUATE

"Awarded" or "Closed"  
e-mail Notification

Review Submissions and Select Winner  
(CO Investment: 1-3 hours;  
Challenge Process: 2 weeks)



08



Talk with NASA@work Coach to  
Provide Feed- back about Experience  
(CO Investment: 1 hour;  
Challenge Process: 1 week)

### CLOSE-OUT

Workbench on NASA@work

Successful Completion of a NASA@work Challenge!

IdeaCentral is a new feature on the NASA@work platform (<https://nasa.innocentive.com/>) which offers Question Owners an alternative path to get solver input from the NASA@work community. To access this new feature select the 'IdeaCentral' link on the top navigation bar next to 'Challenges'.

Using IdeaCentral, Question Owners post 'Questions' that meet specific criteria. Questions are:

- **Limited in Scope** - the degree to which the Question is focused on finding a solution based on specific requirements of the defined problem
- **Actionable** - degree to which the Question requests Solvers to articulate a solution in a written format that could be actionable by the Question Owners

- **Specific** - the degree in which the Question can be broken down to its most specific and detailed representation so that it is both clear and unambiguous on submission requirements

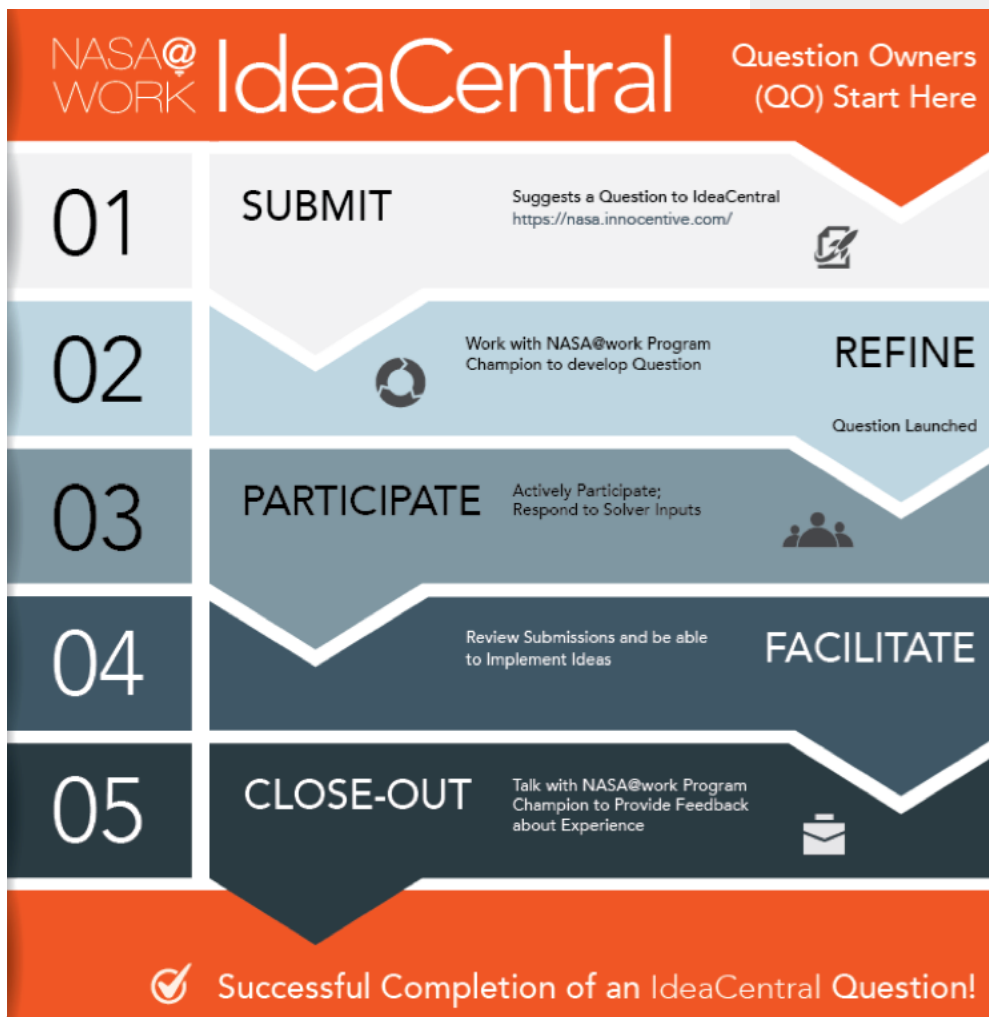
How are Questions on IdeaCentral similar to Challenges posted on NASA@work?

- Both Questions and Challenges seek input from the NASA@work Solver Community to solve a problem

How are they Different?

- Questions do not meet all the requirements of a Challenge (specifically, they are not required to be Sponsored (or Owned)
- Questions are often posted for a shorter duration (2-3 weeks; Challenges are often posted for 4-6 weeks)

- The Question Owner has fewer steps to complete to develop and launch a Question on the NASA@work platform
- No official award is provided for winning solutions to Questions.



Interested in posting a Question on the NASA@work platform?

[Complete the suggested Question template](#)

Have other questions?

Contact one of your NASA@work Program Champions: Kathryn Keeton ([kathryn.keeton@nasa.gov](mailto:kathryn.keeton@nasa.gov)) or Carissa Callini ([carissa.callini@nasa.gov](mailto:carissa.callini@nasa.gov))